



APPLICATION FOR CERTIFICATION - FY 2022
Maryland Horse Discovery Center Network

Please type or print legibly

Current MHIB License #: _____ County: _____

Facility Name: _____

- checkboxes for Sole Proprietor, Partnership, Limited Liability Company, Corporation, Non-Profit Corp.

Name: _____

- checkboxes for Owner(s), General Partner, Principal Member, President/CEO, Other: _____

Physical Address: _____
Street, City, and Zip Code [No P.O. Box]

Mailing Address (if different from above): _____

Phone Numbers: Office _____ Cell _____ Other _____

Email Address: _____

Website and/or Facebook Page (required): _____

Facility Description (check all that apply):

- checkboxes for Handicap Accessible Buildings, Fire Extinguishers #, Parking Capacity, Barn(s), Observation Room/Deck, Classroom, Indoor Arena, Outdoor Arena/No lighting, Outdoor Arena/Lighting, Round Pen(s), Restroom, Portajohn, Bleachers, Riding Trails (approximate distance): _____

Attach narrative description of Facility, including accessibility to medical facility or emergency services, accessibility to major highways, description of topography, unique or special features of buildings and grounds. Photos or brochures may be included, but does not replace narrative.

Insurances (will be reviewed at inspection):

- checkboxes for Commercial Liability Policy, Professional Liability Policy, Other: _____
Insurance Carrier: _____
Policy #: _____

Services Offered (check all that apply)

- Orientation Program to Programs/Farm Farm Tours Educational Program Riding Program
 Pony Rides On-the-Ground Training (no riding) Therapeutic Program Demonstrations

Attached narrative descriptions of Services checked, including which programs or services are free or fee based, indicate frequency programs are conducted (in the past year), indicated average number of participants per programs, and other details which will give an overview of the services or programs.

Current Written Policies and Procedures In Use (will be reviewed at inspection):

- Liability Waiver Rules, Regs, Policies Incident/Accident Procedures Incident Report
 Emergency Preparedness/Evacuation Plan Horse Management Plan Facility Management Plan
 Quarantine Plan Program Plan Lesson Plan Lesson Agreement Photo/Video Release
 Screening Procedure for Horses Rider Assessment Tack Inspection Procedure

APPLICANT'S AGREEMENT:

I understand this is a Maryland Horse Industry Board ("MHIB") program to encourage the general public, particularly those with prior poor experiences or no experience with horses to visit equine stables and farms throughout the State of Maryland. My participation is voluntary and I may withdraw from the program at any time with no consequences. I agree to periodic inspections by MHIB and understand MHIB may terminate my participation for failing inspection, failing to maintain a license or insurance, or for other non-compliance as a Horse Discovery Center ("HDC"). I agree to attend an annual HDC training seminar, participate at Horse Land (Maryland State Fair), and actively market my facility as a HDC. I have read the criteria required to become certified as an HDC and agree to comply with the requirements as now established or which may be established in the future by MHIB. I agree to indemnify MHIB for any incidences which may occur on the premises or claims made against my facility and agree to name MDA and MHIB as an additional insured on insurance policies covering my facility and business operations. I agree to provide a certificate of proof of insurance to MHIB upon demand.

Signature

Date

Printed Name: _____

MUST BE RECEIVED IN MHIB OFFICE NO LATER THAN: January 20th, 2022

EMAIL TO: Anne.Litz@maryland.gov

MAIL TO: Maryland Horse Industry Board, 50 Harry S Truman Parkway, Annapolis, MD 21401



Horse Discovery Center Annual Support Regional Meetings.

In 2022 HDC meetings will be virtual, but normally are in person. Attendance is required to remain an HDC for each year.

All HDC Certification Applicants must attend one meeting of their choosing to see if being an HDC is a good fit!

All meetings will be held through Google Meet. You can attend any one you like. We will check in with all our current HDC's and talk about our goals and challenges for the year. Plus answer any questions you have about being an HDC.

Please email Anne Litz, anne.litz@maryland.gov if you have any questions or to RSVP.

RSVP by January 20thth 2022.

- **Central Maryland HDC Annual Meeting**
Wednesday, January 26th, 10am-12pm
- **Southern Maryland HDC Annual Meeting**
Wednesday, February 16th, 10am-12pm
- **Eastern Shore HDC Annual Meeting**
Wednesday, February 23rd, 10am-12pm
- **Western Maryland HDC Annual Meeting**
Wednesday, March 3rd 10am-12pm



**Horse Discovery Center Application Check List.
All must be included and checked off to be accepted.**

MUST BE RECEIVED NO LATER THAN: January 20th, 2021.

(emailed or post mark by January 20th)

Or Email Anne.Litz@maryland.gov

or mail to: Maryland Horse Industry Board, 50 Harry S Truman Parkway, Annapolis, MD 21401

- Application for Certification
 - Attached Description of Facility
 - Attached Description of Services
 - Check off all current written policies and procedures in use.
(These documents will be reviewed during inspection.)
 - Sign and Date Application Form

- Which HDC Annual Support Meeting you will attend:
 - January 26th, 10am-12pm
 - February 16th, 10am-12pm
 - February 23rd, 10am-12pm
 - March 3th, 10am-12pm